Carefully follow the instructions below to safely install your cradle extensions.

EXISTING PARTS TO BE USED FROM YOUR BF24TFORGPRO TILT FAN:

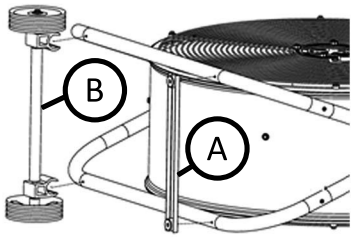
LETTER	QTY	PART #	DESCRIPTION
A	1	BC BRACE ASSEM	Channel Brace with 2 Rubber Feet
B	1	BS WHEELS 24TF	Wheel Subassembly
C	4	TRF SCREW #10	#10-16 X 1/2 Phillips Pan Type AB Screw
D	2	BC CRADLE BASE	1” Dia. Tube Base
E	4	BC CRADLE TOP	1” Dia. Tube Top

UNPACK AND CHECK CONTENTS. YOUR ASSEMBLY BOX SHOULD INCLUDE:

LETTER	QTY	PART #	DESCRIPTION
F	4	BC CRADLE EXT	1” Dia. Tube Extension
G	2	BRF HANDLE BLK	Black Barrel Fan Handle
H	4	BRF SCREW #10	#10 X 3/4 HWH Type A SMS w/Bonded Washer
I	2	BRF RUBBER FOOT	Rubber Foot 7/8 OD X 1/2

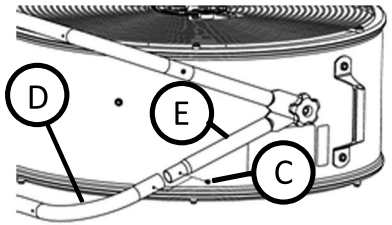
STEP 1

Carefully lay the fan on the front grille. Using a Phillips screwdriver, remove BS BRACE ASSEM [A] and BS WHEELS 24TF [B].



STEP 2

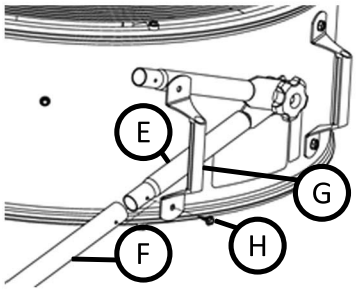
Using a Phillips screwdriver, remove each of the four TRF SCREW #10 [C] and pull both of the BC CRADLE BASE [D] apart from each BC CRADLE TOP [E].



STEP 3

Slide a BC CRADLE EXT tube [F] over one BC CRADLE TOP [E] and align the holes. Place one of the provided BRF HANDLE BLK [G] over the aligned holes and fasten together with one BRF SCREW #10 [H] using a 1/4” driver bit.

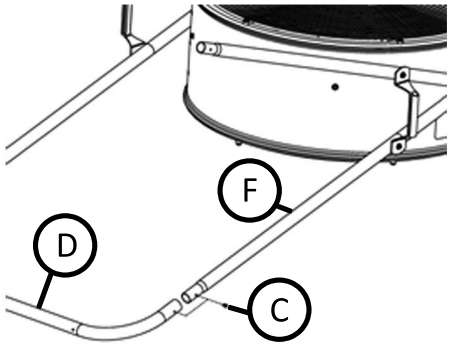
Repeat this step three more times until all BC CRADLE EXT [F] are in place.



STEP 4

Slide one BC CRADLE BASE [D] over two of the BC CRADLE EXT [F] and fasten together with two of the [C] TRF SCREW #10 using a Phillips screwdriver.

Repeat this step to attach the second BC CRADLE BASE [D].

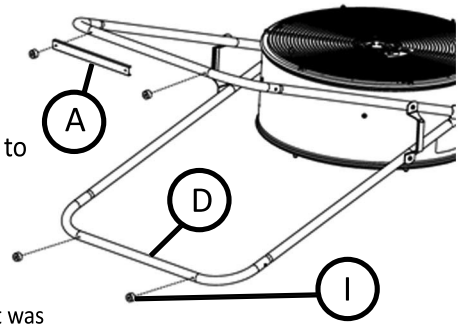


NOTE: When attaching the BC CRADLE BASE [D], be sure that the two predrilled holes on the bottom side of each base will be perpendicular to the floor when the fan is placed in the upright position. (See the figure in Step 5 for the correct layout of the holes.)

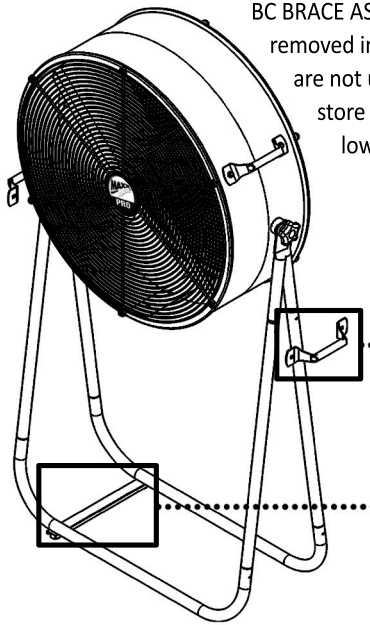
STEP 5

Using a Phillips screwdriver, attach the four BRF RUBBER FOOT [I] to the predilled holes on the bottom side of BC CRADLE BASE [D].

Conversion is now complete. Return the fan to the upright position before connecting the power cord.



NOTE: Two of the rubber feet are attached to the BC BRACE ASSEM [A] that was removed in Step 1. The BC BRACE ASSEM [A] and BS WHEELS 24TF [B] are not used while the fan is assembled in the tall position. Please store these two items so that the fan can be returned to the original low profile position.



FINAL ASSEMBLY PRECAUTIONS

✓ Correct Assembly: Correctly installed, the BRF HANDLE BLK [G] placement will keep the stand extended in a stable position.

✗ Incorrect Assembly: **DO NOT** install the BC BRACE ASSEM [A] once your tilt fan has been converted to a stand fan. This may cause the fan to become unstable and fall.